



Building Services Division

Memorandum

To: Tom Johnston, Purchasing Manager
From: Gerry Burns, Facilities Manager
Date: March 30, 2010
Subject: Landscape Maintenance Services – Bid #1002-034

Bid Number 1002-034 for Landscape Maintenance Services was opened on March 18, 2010. The bid included mowing, edging, trimming, weed control, application of weed control chemicals and fertilizers, litter removal, and planter maintenance. Also included were unit prices for tree pruning and shrub trimming, on an as-need basis. This was a competitive bid, to be awarded to the lowest responsive and responsible bidder. It is an annual contract with four renewals.

In the summer of 2007, Bid Number 0701-019 was awarded to VMC Landscape Services. Since that award, the City added locations, removed locations and removed irrigation inspection services from the contract/PO. The amount of these changes both exceeded 25% and \$25,000 of the awarded contract. Per City policy, this requires us to rebid these services

Services are to be provided at the following locations:

Central Fire/Safety Town	8601 Gary Burns
Fire Fleet Maintenance	8860 Tomlin
Fire Station 2	3711 Ohio
Fire Station 3	5449 Warren
Fire Station 4	4485 Cotton Gin
Fire Station 5	14300 Eldorado
Fire Station 6	3535 Eldorado
Frisco Athletic Center	5828 Nancy Jane
Police Headquarters/Detention	7200 Stonebrook
Public Works Center	11300 Research
Wade Plaza Retention Pond	Adjacent Frisco Athletic Center

Thirteen companies submitted bids. Each prospective vendor was required to familiarize themselves with each property and construct their bid accordingly. American Landscape Services of Lewisville, TX was the lowest bidder at \$40,596.78 for this annual contract. Please see the attached Bid Tabulation.

Additionally, Jean Stelatella and I paid a visit to American Landscape Services' office. We reiterated the specifications and discussed our operational expectations. In addition to understanding and agreeing to our specifications and expectations, they fully understand that this is a five year contract and the price is fixed. No CPI adjustments. Their office and operations appear to meet or exceed our expectations. They seem to be highly professional.

Therefore, I recommend American Landscape Services to be awarded Bid Number 1002-034 Landscape Maintenance Services as they are the lowest responsive and responsible bidder.